PELLISSIPPI STATE TECHNICAL COMMUNITY COLLEGE
MASTER SYLLABUS

DOCUMENTARY PRODUCTION
VPT 2770 (formerly VPT 2700)

Class Hours: 3.0          Credit Hours: 3.0
Laboratory Hours: 3.0     Revised: Spring 04

NOTE: This course is not designed for transfer credit.

Catalog Course Description:

Advanced project class focusing on the documentary form as an opportunity for individualized expression. Each student will be responsible for the creation of a full-length documentary.

Entry Level Standards:

Students shall have completed prior coursework in basic, intermediate and advanced production. Students shall have demonstrated ability to perform all technical aspects of production and be able to conceptualize, develop and produce entire class project within deadline parameters, with supervision.

Prerequisites:

VPT 1040 and 1400 and 2210

Textbook(s) and Other Course Materials:

*Documentary For The Small Screen* by Paul Kriwaczek. Examples of documentaries and it is strongly advised that student utilize textbooks required from previous VPT classes and equipment operations manuals for reference.

I. Week/Unit/Topic Basis:

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Discuss syllabus and outcome expected of this course. Define and discuss project requirements and establish project milestones and dates.</td>
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<tr>
<td>2</td>
<td>Concepts, treatments, and production schedules reviewed.</td>
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<td>3</td>
<td>Concepts due and talk about the journals they are to be keeping.</td>
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<td>4</td>
<td>Treatments due. Establish production teams if needed.</td>
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<td>5-8</td>
<td>Pre-production and production continue.</td>
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<td>9</td>
<td>Production phase complete.</td>
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<td>10-13</td>
<td>Post-production</td>
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<td>14</td>
<td>All projects completed by end of week.</td>
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<tr>
<td>15</td>
<td>Project review and critique.</td>
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<tr>
<td>16</td>
<td>Final Exam</td>
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II. Course Objectives*:

A. Employ project management skills. I, IV, V.
B. Demonstrate working knowledge of principles of audience analysis, design of program objectives, and program evaluations. I, III, IV, V

C. Demonstrate ability to apply accepted aesthetic conventions to completed work. I, III, V

D. Demonstrate high degree of technical mastery. IV, V

E. Demonstrate willingness and ability to meet deadline requirements. II, V

*Roman numerals after course objectives reference goals of the VPT program.

III. Instructional Processes*:

Students will:

1. Employ project management skills. Personal Development Outcome, Transitional Strategy

2. Develop and refine their video production skills. Problem Solving and Decision Making Outcome

3. Learn the importance (or re-enforce) the importance of deadlines. Personal Development Outcome

4. Understand the importance of pre-production planning. Problem Solving and Decision Making Outcome

5. Use the best production skills for production development. Technological Literacy Outcome, Active Learning Strategy

6. Internalize the work ethic by regularly attending class, being punctual, being dependable, cooperating with the teacher and other classmates contributing to class discussion and projects, and acting in a professional manner. Personal Development Outcome

*Strategies and outcomes listed after instructional processes reference Pellissippi State’s goals for strengthening general education knowledge and skills, connecting coursework to experiences beyond the classroom, and encouraging students to take active and responsible roles in the educational process.

IV. Expectations for Student Performance*:

Upon successful completion of this course, the student should be able to:

1. Develop and implement detailed production plan. A, D

2. Demonstrate effective use of time and resources within deadline parameters. E

3. Organize and direct a production team. B, D

4. Define audience in terms of demographics and needs to be addressed in terms of specific communication objectives. B

5. Design and implement evaluation tool. B, D

6. Observe and employ techniques that lead to the establishment of high values in the finished video project. B, D

7. Exercise awareness and willingness to meet project deadlines and milestones. E

8. Utilize a non-linear editing system. D

*Letters after performance expectations reference the course objectives listed above.

V. Evaluation:

A. Testing Procedures:
N/A

B. Laboratory Expectations: 60% of grade

Lab and production work should be accomplished during scheduled class periods. Scheduling lab and production work at other times should be in addition to, not in lieu of, regularly scheduled class and lab times.

C. Field Work: 40% of grade

Several criteria have been established for successful completion of this class. The correlation between the message intended for the chosen audience and the actual perceived message will be considered. Attention to technical detail will merit significant consideration. Organizational skills and project management skills will be assessed. Finally, achievement of production milestones will provide a foundation for the successful completion of the course.

D. Other Evaluation Methods:

N/A

E. Grading Scale:

<table>
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<tr>
<th>Score Interval</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 – 100</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89</td>
<td>B</td>
</tr>
<tr>
<td>70 – 79</td>
<td>C</td>
</tr>
<tr>
<td>60 – 69</td>
<td>D</td>
</tr>
<tr>
<td>below 60</td>
<td>F</td>
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VI. Policies:

A. Attendance Policy:

Pellissippi State Technical Community College expects students to attend all scheduled instructional activities. As a minimum, students in all courses must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course (Pellissippi State Catalog). Individual departments/programs/disciplines, with the approval of the vice president of Academic and Student Affairs, may have requirements that are more stringent.

VPT Program:
The VPT program believes a more stringent requirement is realistic because of the contractual commitment made by the College with local area employers. Therefore, to successfully complete VPT courses, students must attend at least 85% of classes. To be considered “in attendance,” students are expected to be in class at the scheduled starting time for that class. Students will be considered “tardy” from that time until 10 minutes after the scheduled starting time. Three such “tardies” shall constitute an “absence.” Students arriving any time after 10 minutes beyond the scheduled starting time for a class will be considered “absent.”

B. Academic Dishonesty:

In keeping with college-wide policies, the student is expected to adhere to the general rules and regulations relevant to academic and classroom misconduct as outline in the catalog.

C. Other Policies:

Any act of misuse, vandalism, malicious or unwarranted damage or destruction, defacing, disfiguring, or unauthorized use of property/equipment belonging to Pellissippi State is subject to disciplinary sanction.